

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF SPORT, RECREATION, ARTS AND CULTURE

SPECIFICATION FOR AUDIT COMMITTEE MEMBERS X 2

The Eastern Cape Department of Sport, Recreation, Arts and Culture calls on all independent, suitably qualified and interested persons to serve as members of its Audit Committee for a period of three (3) years with effect from 1 October 2020.

Chairperson Requirements: Chairperson must have a strong financial, business, auditing and risk management background and appropriate experience in the audit committee environment • Be independent and have knowledge of the status of the position • Have personal qualities and abilities to lead discussions • Encourage other members to participate in AC meetings • Conducting of meetings in a manner that demonstrates a desire to establish effective communications with all stakeholders • Have extensive leadership skills and prior experience of serving on an Audit Committee of a medium to large organisation • Have the interest of the Department of Sport, Recreation, Arts and Culture at heart and display the highest levels of integrity and objectivity • A postgraduate qualification in finance, or auditing is required with at least 10 years' experience in the public sector audit committees • Be a member of a recognised professional body.

AC Member Requirements: Member must be independent and be knowledgeable of the status of the position with relevant experience in Corporate Governance and/or Information Technology, Law, Risk Management, Sport, Recreation, Arts or Culture • Demonstrate experience in participating in governance structures, ability to dedicate time to the activities of the Audit Committee • Analytical reasoning abilities, good communication skills, and a thorough understanding of the regulatory framework within which the government operates in the public sector. The department is looking for specialised skills in Law and/or Information Technology or Risk Management with a background in Sport, Recreation, Arts and Culture which is the core business of the department. Minimum requirements include a tertiary qualification in either, Law, Information Technology or qualification relating to Sport, Recreation, Arts and Culture. Be a member of a recognised professional body.

Responsibilities: • The Audit Committee is an advisory committee that assist the department in fulfilling its oversight responsibilities with regards to Internal Controls, Risk Management and Governance • The oversight statutory roles of the audit committee is in terms of the PFMA, Treasury Regulations and other applicable Regulatory Frameworks • The Audit committee will be required to conduct its duties in accordance with an approved Audit Committee Charter • Help to strengthen objectivity and credibility of financial and non-financial reporting • Monitor the performance of the Internal Audit Unit • Monitor management's responses to reported weaknesses, control deficiencies and make recommendations for improvement. Review compliance with legal and regulatory provisions.

The Audit Committee will report directly to the Head of Department and the Member of the Executive Council (MEC) of the Department of Sport, Recreation, Arts and Culture.

The Department will hold a minimum of four (4) Audit Committee meetings per financial year.

Remuneration and appointment will be in accordance with the Provincial Treasury Instruction Note No. 6 of 2014/15 - Framework for Appointment and Remuneration of Audit Committee Members.

The Audit Committee members are expected to provide their own working tools and have own processes to embark on Continuous Professional Development to provide sound advice to the department.

Applications can be submitted via email to: nadia.cupido@ecsrac.gov.za and ntombekhaya.kentane@ecsrac.gov.za

Closing Date: 04 September 2020